

MINUTES
ECONOMIC DEVELOPMENT COMMISSION
AUGUST 16, 2012 – 12:15 P.M.
TOWN HALL ANNEX – COMMUNITY ROOM 3

I. ROLL CALL

Present: Fafard, Obrey, Smith, Mathanool, Dowling, Yatcko
Staff: Strother
Other: Robert Frink, Citizen

In Mathanool's absence, Smith will serve as Secretary.

II. PUBLIC COMMUNICATIONS - None

III. APPROVAL OF THE MINUTES OF JULY 19, 2012 AND AUGUST 2, 2012

MOTION: To approve the July 19, 2012 Minutes

Motion made by Yatcko, seconded by Dowling, so voted 5 in favor, one abstention (Obrey)

No action was taken on the Minutes of August 2, 2012 because there was not a quorum present of those who attended the meeting. The approval of the minutes will be added to the September meeting agenda.

IV. ITEMS OF BUSINESS

1. Website Update

Staff provided some examples of the Economic Development portion of the web page which the consultant has proposed. IT Staff will be sending a copy of the Town's site to the consultant and he will be plugging his content into the existing site structure. This will be reviewed with the Commission at a future meeting. Frink suggested that the next step should be to follow up on the "Supporting Your Business is Our Business" tagline.

Obrey mentioned that the Chamber is working with relocate.org. She suggested that EDC members visit this site and wondered if a link on the Town's web page would be a good addition.

2. Incentives Review

Smith distributed copies of the August 6th email, which he had sent to the Commission as a follow-up to the July 19th meeting. In this email, he recommended that the Commission divide the overall work plan into 5 separate phases and in turn, separate each phase into smaller blocks of work.

The five phases included:

- 1--Background & Comparative Analysis
- 2--Development of Options
- 3--Eligibility/Conditions of approval/Recapture provisions
- 4--Recommendations
- 5--Fine tuning & approval process

To accelerate the completion of the task, Smith asked for volunteers to address the specific questions below. Frink volunteered to undertake the non-financial incentives policy, and areas 5, 6, 7 & 8 listed below. Yatchko agreed to look into incentives involving utilities. Staff was asked if she could tweak the incentives history to highlight how past incentives have been effective. Smith distributed an article from Area Development regarding Site Selection Factors for the commission to review. It was also felt that review of some other communities' incentives policies would provide valuable input. Façade improvement programs were also discussed.

EDC Phase 1 Background & Comparative Analysis: Key Areas of Investigation

1. Key site selection factors (what are developers looking for when evaluating a community/site?)--Bill
2. What is Groton's financial incentive policy?--Attached
3. What non-financial incentives does Groton offer?
4. Has this policy been effective?
5. What financial and non-financial incentives are being offered by other area municipalities?--Bob
6. How does Groton compare to other local municipalities?--Bob
7. What are the best in class incentive programs offered by municipalities located in the U.S.? What aspects of these programs merit consideration for Groton?--Bob
8. What are the common examples of unsuccessful incentive programs?--Bob

Obrey left the meeting at 1:00 p.m.

3. Follow-up on Route 12 Commercial Properties Meeting

Frink noted that he has left a phone message for Ms. Chipperini regarding some questions he has regarding this item, but he has not received a return call yet.

4. Other

A. Staff Retirement

Fafard reported that Barbara Strother has recently announced her intention to retire in December following 33+ years with the Town. The Commission wished Ms. Strother well with her future endeavors.

V. ADJOURNMENT

The Meeting adjourned at 1:20 p.m.

William Smith, Acting Secretary
Economic Development Commission

Prepared by Barbara Strother
Economic Development Specialist